



I-Team Framework Orthophotography Workgroup

May 3, 2004

**Indiana Government Center South
Conference Center Room 2**

INFORMATIONAL MEETING ON THE 2005 ORTHOPHOTOGRAPHY PROGRAM
10am – 12pm

Meeting was convened.

Attendees:

Jim Stout, IMAGIS
EJ McNaughton, IDEM
James Robb, IDEM
Bob Wilkinson, IDNR
Andrew Williams, Williams
Aerial
Randall Smith, Monroe
County
James Kinder, INDOT
Russ Goodman, City of
Bloomington
Becky McKinley, Hammond
Sanitary District
Doug Seidman, ITOC
Bob Olmstead, DoIT
Roger Koelpin, ITOC

Larry Stout, Hamilton
County
Bruce Neilsen, NRCS
Bob Montgomery, Schneider
John Kosinski, Plexis Group
John P. Thomas, City of
Lafayette
David Balster, Aerocon
Brad Buening, Wells County
Kent Park, Earth Data
Brian Mayfield, Pinnacle
Doug Marvel, Spatial
Marvels
Betty Kiechle, Lake Co.
Surveyors Ofc
Rex Ward, WTH Engineering

Steve Leatherman, WTH
Engineering
Stephanie Snider, IU-DMS
Nathan Eaton, Indiana
University
Lisa Gehlhausen, Region 15
Planning Commission
Bill Holder, Kosciusko
County
Kathy McCarter, McCarter &
Assoc.
Mathew McCormick,
IMAGIS
Jill Saligoe-Simmel, Indiana
Geographic Information
Council

INTRODUCTIONS

PROJECT AND GRANT BACKGROUND

Jill Saligoe-Simmel led the meeting with a complete description of the 2004 State and Local Homeland Security Grant (SHSP) and the Orthophotography Program set-aside. This is all part of one grant. The Orthophotography set aside is additional funding for counties (over and above the SHSP dollars) for participation in a statewide ortho program. A description of the program is provided in the Fact Sheet #2 Statewide Orthophotography Program (http://www.in.gov/ingisi/pdf/ODP2004%20GIS%20Fact%20Sheet2_OrthoGrant.pdf).

The State Emergency Management Agency, Homeland Security Division will develop and enter into an MOU with counties for the state to handle their funds for the Orthophotography Program.

An example of how county EMA Directors should fill out the homeland security grant application will be distributed on the INGISI ListServ and INGISI web page.

The grant period runs until December 2, 2005.

DISCUSSION OF COST ESTIMATES FOR COUNTY BUY-UP

The program is designed to be flexible to accommodate a county's internal business needs. Therefore, counties will be given the option to "buy-up" in resolution with their own cost share.

The fact sheet identifies the amount of funding each county will receive under the set aside grant. It additionally identifies cost estimates for counties to "buy up" in resolution to meet their counties internal business needs. It was noted that these estimates do not affect the grant program, and are provided solely for counties budgeting and planning purposes.

Discussion followed regarding the cost estimates for 6" resolution and it was agreed that this estimate is too low. After discussion, it was determined an estimate of \$366/sq.mi. is a more realistic and conservative estimate for counties to use if they are interested in buying up in resolution. A county would calculate the estimate of their cost-share by multiplying the county area (sq. mi.) by \$366, then subtracting the set aside grant funding from the total. It is not necessary for a county to buy-up in resolution to participate in the program. The set aside grant will provide 100% funding (1-meter or 1-foot resolution) for each county.

PROCESS TO BE FOLLOWED

The IGIC Orthophotography Workgroup will be responsible for identifying the specifications and evaluation criteria for the project and evaluating proposals. The Workgroup will present its recommendations to the Indiana Geographic Information Council (IGIC) for endorsement, then forward those recommendation to State. In conjunction with the State, the Workgroup will develop a formal Request For Proposals (RFP), which will form the basis for competitive bidding by firms interesting in performing the work. The schedule is yet to be determined. A technical evaluation team consisting of members of the Orthophotography Workgroup will carefully review the proposals.

ITOC, DoIT, and the Indiana Department of Administration will advise on RFP development, lead contract negotiations, and be responsible for contract execution.

It is envisioned that at least 2 contracts will be let to an individual company or team of companies:

1. Orthophotography data acquisition, processing, delivery and project management
2. QA/QC and delivery acceptance testing

A request for proposals (RFP) will be developed. The State RFP boilerplate will be used. It is anticipated that draft specifications will be released and a pre-bid meeting will be scheduled where all potential contractors can attend and give and receive feedback. After the meeting, the workgroup will, at its discretion, revise the RFP and extend the deadline if necessary. Timing for these activities will be determined in consultation with DoIT and ITOC.

Companies desiring to bid on any part of this program are advised of the following:

1. register with the Secretary of State to do business in the State of Indiana

2. register with the Department of Administration procurement division as a GIS vendor for orthophotography (to be placed on the RFP list)
3. once the RFP is released, **THERE SHALL BE NO CONTACT WITH WORKGROUP MEMBERS REGARDING ANY ASPECT OF THE PROGRAM**
4. companies that participate in development of the specifications or program design are ineligible to bid on the project.

Selection criteria will be determined by the Ortho Workgroup. At this time, it is envisioned that the criteria formula will be similar to the following (subject to change):

- 25% Qualifications, experience and references
- 25% Cost
- 50% Method

POST-MEETING ORTHO WORKGROUP

The Ortho Workgroup convened briefly after the meeting to identify next steps and schedule the next meeting.

Next meeting May 17, 2004 10am-2pm at the Indiana Government Center South, Conference Center (Roger Koelpin will reserve room). Following meetings scheduled first Monday of every month at 10am. Additional meetings will be as needed and posted to the INGISI web calendar.

The next meeting will focus on the following:

1. technical and performance-based specifications
2. evaluation criteria
3. buy-up options
4. projection/coordinate system (anticipated Indiana State Plane E/W according to **IC 32-19-1-2**)
5. control, surface, and mosaic techniques
6. accuracy definition for 3 resolutions (1 meter, 1 ft, 6")
7. potential remedies if photos are rejected
8. define leaf-off conditions
9. define cloud cover conditions
10. metadata
11. scheduling – starting with a November goal for having a contract in negotiation / signature process, Workgroup will work backwards to define the schedule (ITOC and DoIT will assist with identifying internal and legal scheduling requirements)
12. other

TASKS PRIOR TO NEXT MEETING

The Workgroup members will do the following before the next meeting:

- Collect documentation on FGDC Accuracy Standards (Larry Stout)
- Collect examples of performance-based specifications (all, as available)
- Collect info on previous DOQQ specifications
- Create email list and eProject for Workgroup for document exchange, information sharing, and project management (Jill Saligoe-Simmel)
- Create web site on INGISI for the Orthophotography Program (Jill Saligoe-Simmel)